Homeless Solutions Grant (HSG)

FY 2013 Grant Implementation Session

Thursday, July 12, 2012

2:00 PM-4:00 PM

(Webinar)

To access webinar audio

Call-in toll free number 1-8668425779

Conference Code: 804 371 7027

Homeless Solutions Grant

The Homeless Solutions Grant (HSG) is a state funded program to assist households experiencing homelessness to obtain and maintain housing stability. HSG is designed to assist households experiencing homelessness to quickly regain stability in permanent housing.
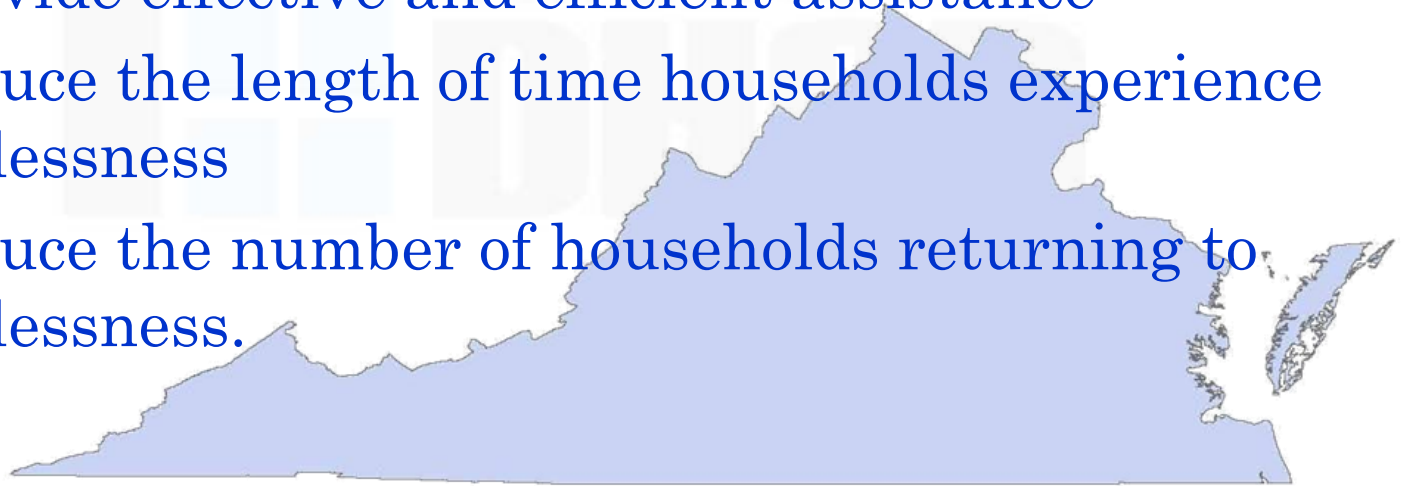
Homeless Solutions Grant

The program goals are:

- – to provide effective and efficient assistance
- – to reduce the length of time households experience homelessness
- – to reduce the number of households returning to homelessness.

FY 2013 HSG Application

- Competitive application

- Second application processed through CAMS

- 103 applications received with requests for $9.7 million

- $7.1 million available for funding; includes $500,000 for RRH

- Reviewed by four-member panel

- Funding based on scores and the need for statewide coverage

- 71 proposals funded (approximately 70 percent)

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Clarification

- Rapid re-housing vs. prevention

- Who is eligible for services?

- What are the rapid re-housing requirements?

- What are the rapid re-housing recertification requirements?

- Housing case management vs. supportive services?

Rapid re-housing vs. Prevention

Rapid Re-housing: Goal is to reduce the length of time households experience homelessness **(currently homeless)**

Prevention: Goal is to keep households from becoming homeless **(currently housed)**

Clarification continued

Who is eligible for HSG Services?

	Category	HSG Eligible Activity	Requirement
1	**Literally Homeless**	**Shelter and Rapid re-housing**	**Housing barrier assessment and immediate focus on housing stabilization**
2	**At Imminent Risk**	**Shelter**	**Screened and referred if viable candidate for prevention AND housing barrier assessment and immediate focus on housing stabilization**
3	**Fleeing Domestic Violence**	**Shelter and Rapid re-housing**	**Screened and referred if viable candidate for prevention AND housing barrier assessment and immediate focus on housing stabilization**

Clarification continued

What are the rapid re-housing requirements?

- HH must be literally homeless and/or fleeing domestic violence

- RRH assistance beyond three months requires recertification of eligibility

- Recertification <u>must</u> be completed every three months

Clarification continued

What are the rapid re-housing recertification requirements?

– Program participant household income below 50 percent area median income (AMI) with no more than $500 in assets

– Household lacks the financial resources and support networks needed to remain in existing housing without HSG rapid re-housing assistance

– Housing stabilization services are being appropriately implemented

Clarification continued

Housing focused case management vs. supportive services

Housing focused case management:

- the arrangement, coordination, monitoring, and delivery of services related to meeting the housing needs of program participants and helping them obtain housing stability.

- component services and activities may include: housing counseling; developing, securing, and coordinating services; monitoring and evaluating program participant progress; assuring that program participants' rights are protected; and conducting housing barrier assessments, and developing an individualized housing plan.

Clarification continued

Housing focused case management vs. supportive services

Supportive Services:

– As a last resort HSG may be used for short-term support services

– Eligible services include those services deemed necessary for addressing a housing crisis, obtaining permanent housing, and/or maintaining housing stability where no other resource has been identified.   Grantees must document these services as necessary and last resort.

– Should not be mandatory

Questions ????

Budget Review

- Budget must be in CAMS by C.O.B. on July 23rd for program to become active project

- Budget zeroed out now

- Must resubmit budget based on actual funding level

- Different budget format from application

- Reimbursements will directly correlate to budget in CAMS

Submitting budget in CAMS

Go to the Project budget tab

Submitting budget in CAMS continued

Click on Add to view and select each applicable line item.

Submitting budget in CAMS continued

Select applicable line item from the drop down menu.

Submitting budget in CAMS continued

Once all budget line item detail has been entered click Save at the bottom of the page.

Questions ????

Budget Category Limits

- **HMIS** - Cannot exceed 5 percent

- **Administrative Costs** - Cannot exceed 5 percent

Eligible Activities
Shelter Operations

Shelter Operations:

- Seasonal shelter, emergency shelter, and transitional housing are eligible
- Security
- Rent (for costs accrued by grantee for units where shelter or services are provided; mortgages on property allowed this year only)
- Maintenance
- Utilities
- Supplies
- Case management
- Other (requires DHCD pre-approval)

Rapid Re-housing:

- Rent

- Rent arrears

- Grantees make payments to third parties, NOT to program participants

- Assisted properties may not be owned by grantees or their parent or subsidiary organizations

- Program participant must have a valid lease

- Program participant must have written agreement with grantee and landlord indentifying terms of rapid re-housing

Eligible Activities
Housing Relocation and Stabilization Services

Housing Relocation and Stabilization Services:

- Housing case management

- Housing search

- Supportive services (limited and last resort)

- Credit repair and background checks

- Financial assistance

  – Security and utility deposits

  – Utility payments
  – Moving cost assistance
  – Application fees

Homeless Management Information System (HMIS)

- Limited to five percent of total award

- Grantees MUST use HMIS

- Allowable costs:
  - Reasonable costs associated with operating HMIS for HSG purposes
  - Costs associated with the purchase of HMIS software or user licenses
  - Computer equipment for the purposes of HSG HMIS data entry
  - Data entry and analysis costs (staff)
  - HMIS specific training (travel and staff)

- Ineligible costs:
  - Planning and development of HMIS system
  - New software system

Administrative Costs

- Limited to five percent of total award

- Allowable costs:
  - Costs associated with accounting for grant funds
  - Preparing reports
  - Obtaining audits
  - Staff salaries associated with these activities

- Ineligible costs:
  - Costs associated with providing housing relocation and stabilization services
  - Costs associated with HMIS data entry and data collection

Questions ????

- Agency must maintain up-to-date program information on the Virginia 2-1-1 system

- http://www.211virginia.org/contactus.php

Match Requirement

- Grantees required to provide dollar-for-dollar match with **local or private funds** for entire HSG award amount
- Match must be specific to project
- Must be received and expended within the grant year
- Must be fully explained in budget narrative

Fair Market Rent and Rent Reasonableness Requirement

When households are moved into a new unit. The rent must meet two standards

- Rent Reasonableness – rent is equal to or less than other like units in the area

- Fair Market Rent (FMR) – rent (including utilities) is at or below the HUD established FMR for the unit size in the area

Other HSG Requirements

- Discharge coordination
- Appropriate referrals for ineligible households
- Confidentiality (locked and restricted access; use of unique identifiers)
- Grievance policy (notification required both for those ineligible and those where assistance is terminated)
- Recordkeeping (five years)
- DHCD monitoring (programmatic and financial)
- HMIS
- Reporting
- Conflicts of interest
- Property Standards
- Nondiscrimination and Equal Opportunity
- Affirmatively Furthering Fair Housing

Ineligible/Prohibited Activities

- Grantee past due taxes

- Grantee late fees

- Repayment of loan from program participant to grantee

- Return of deposits not tracked as program income

- Assistance where other sources are available

- Program participant fees

- See program guidelines for a more extensive list of prohibited activities

Financial Reporting Processes and Calendar

Bi-Monthly reimbursements through CAMS

Expenditure Period	Request for Reimbursement Submission Date
July 1, 2012 – August 31, 2012	September 10, 2012
September 1, 2012 – October 31, 2012	November 10, 2012
November 1, 2012 – December 31, 2012	January 10, 2013
January 1, 2013 – February 28, 2013	March 10, 2013
March 1, 2013 – April 30, 2013	May 10, 2013
May 1, 2013 – June 30, 2013 (projected)	May 10, 2013
May 1, 2013 – June 30, 2013 (actual)	July 10, 2013

Quarterly Reports

DHCD anticipates HSG quarterly reports will be submitted in CAMS

Reporting Period	Due Date
July 1, 2012-September 30, 2012	October 10, 2012
October 1, 2012- December 31, 2012	January 10, 2013
January 1,2013- March 31, 2013	April 10, 2013
April 1, 2013- June 30, 2013	July 5, 2013

Key outcomes and objectives

- Reduction in the number of households entering the homeless assistance system

- Reduction of the length of shelter stays

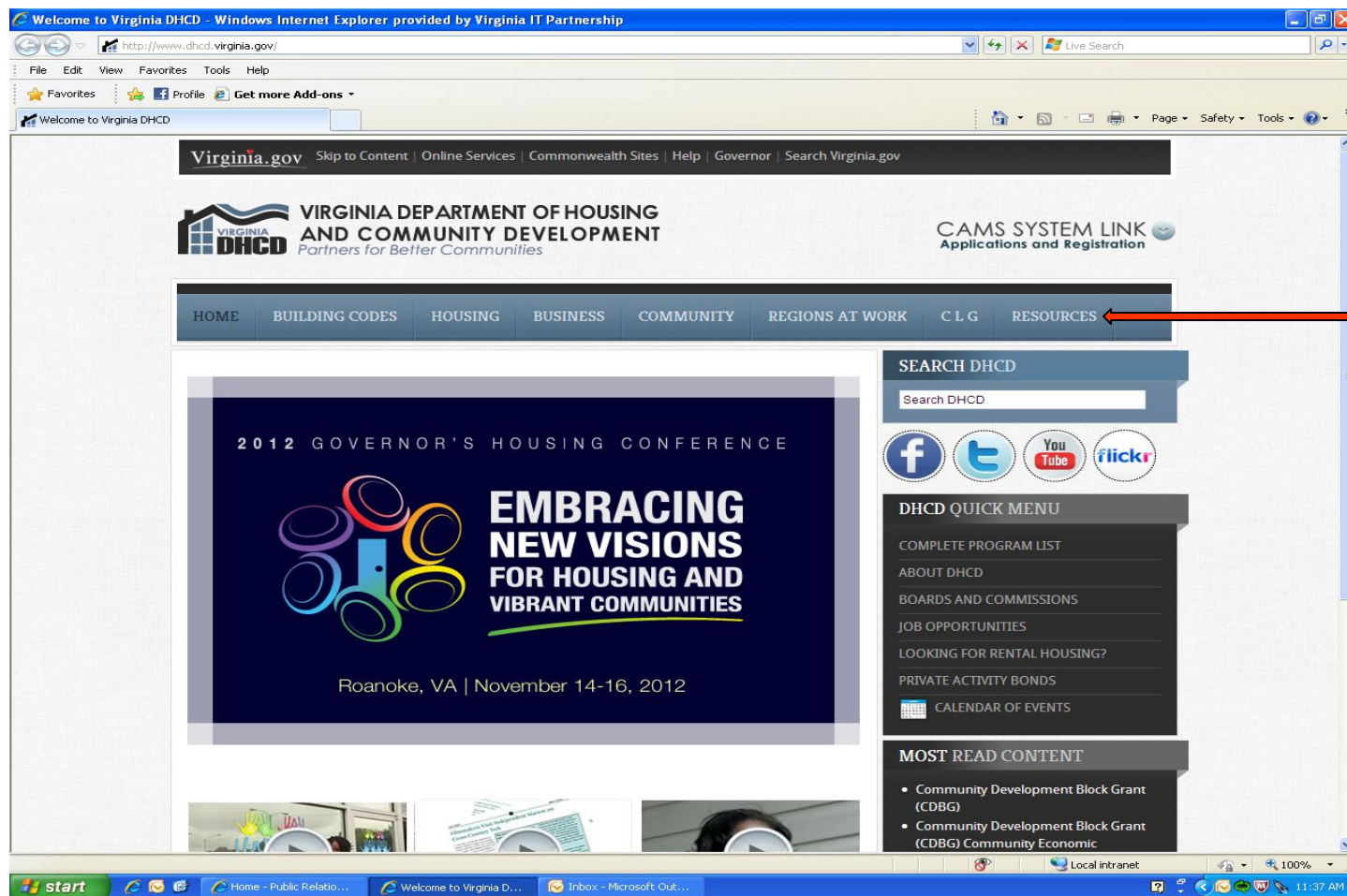- Reduction in the number of households returning to homelessness

Key Outputs/Demographics

- Number of HH served

- Number of HH with dependent children

- Number of HH with disability

- Number of veterans

- Head of HH employment status at entry

- Head of HH employment status at exit

- Perhaps other HMIS standard data elements

DHCD's new website

Contact Information

- Kathy Robertson
  Associate Director
  (804) 225-3129
  Kathy.Robertson@dhcd.virginia.gov

- Nichele Carver
  Program Manager
  (804) 371-7113
   Nichele.Carver@dhcd.virginia.gov

- Violet Peyton
  Program Analyst
  (804) 371-7124
  Violet.Peyton@dhcd.virginia.gov

- Monica Spradlin
  Program Administrator
  (804) 371-7130
  Monica.Spradlin@dhcd.virginia.gov

- Cheryl Riley Plourde
  Program Administrator
  (804) 371-7101
  Cheryl.Plourde@dhcd.virginia.gov

- Linda Warner
  Program Administrator
  (804) 371-7119
  Linda.Warner@dhcd.virginia.gov

Questions ????